



CYNTHIA A. HARDING, M.P.H.
Interim Director

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July 16, 2015

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE AMENDMENT NUMBER 1 TO MASTER AGREEMENT WORK ORDER NUMBER PH-001416-W20 WITH PUBLIC HEALTH FOUNDATION ENTERPRISES, INC. FOR TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute amendments to Master Agreement Work Orders (MAWO) for temporary personnel services that increase or decrease the maximum obligation in amounts not to exceed \$399,999 annually, contingent upon the availability of funds, subject to review and approval by County Counsel, and notification to your Board.

On March 3, 2015, your Board authorized and instructed the Interim Director of the Department of Public Health (DPH) to execute MAWO Number PH-001416-W20 with Public Health Foundation Enterprises, Inc. (PHFE) for temporary personnel services in the amount of \$2,897,637, effective March 3, 2015 through February 28, 2017, fully offset by Centers for Disease Control and Prevention (CDC) funds. The MAWO provides 18 temporary personnel to support the Chronic Disease Prevention Strategy in Los Angeles (CDPS) Project. The CDPS project implements and evaluates focused strategies to reduce obesity and other chronic disease risk factors that lead to death and disability from diabetes, heart disease, type 2 diabetes, stroke, and other chronic conditions throughout the City of Los Angeles.

Under the delegated authority referenced above, I will execute Amendment Number 1 to MAWO Number PH-001416-W20 with PHFE to decrease the MAWO by \$214,104 for the period of March 3, 2015 through September 29, 2015, decreasing the total maximum obligation from \$2,897,637 to \$2,683,533. This reduction of funds is a result of delays experienced implementing the project and recruiting the temporary personnel. This action will allow DPH to redirect funds to support other chronic disease prevention initiatives in Los Angeles.

Each Supervisor
July 16, 2015
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County Counsel has reviewed and approved Amendment Number 1 to MAWO Number PH-001416-W20 as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:vv
#03352

c: Interim Chief Executive Officer
Interim County Counsel
Acting Executive Officer, Board of Supervisors